

2020-21 Charter School Assurance of Compliance

By signing below the School indicates it is aware of the statutes, rules, and policies set forth below and certain information from governing documents, including the applicable charter school application (new school, renewal, or transfer) and contract and further acknowledges and confirms that it is in compliance with such statutes, rules, policies and other applicable documents.

In some cases, CSI will require additional documentation in order to further substantiate fulfillment of the law (i.e., board minutes, financial transparency documentation, etc.). **All documentation of a public nature should be gathered and made available on-site for authorizer and public access.**

Please read through each item below, and then sign to assure CSI that you are in compliance. **This document must be signed by the school's leader and board chair and submitted to Stephanie Aragon by August 14, 2020.** If you have questions about any items below please contact Stephanie Aragon (StephanieAragon@csi.state.co.us, or 303-866-6714).

I. Charter Modification

Opportunities for schools to grow and change do not always align with the contract renewal timeline. To ensure Institute schools can make contract changes when desired, the Institute has developed a Charter Modification Request Process. This process provides Institute schools with a format to submit or propose changes to the Institute School's charter and, when necessary, the charter contract. Although immaterial changes simply require written notification to the Institute, material modifications require advanced Institute approval. Requirements for making immaterial changes and material modifications are outlined below.

Schools are strongly encouraged to submit draft policy changes to CSI for review and feedback. Drafts can be sent to StephanieAragon@csi.state.co.us. In all cases, the school board should review and approve the final version before it is submitted to CSI for approval.

Immaterial Changes

Changes to the following items require advanced written notification to the Institute but do not require advanced Institute approval:

- Name*
- Location (additional facility, change of facility, new financing/leasing arrangement)*
- Articles of Incorporation and bylaws
- Budget (as updates are made, send to DavidSever@csi.state.co.us)
- School calendar/ hours (as updates are made, send to submissions_CSI@csi.state.co.us)
- Significant changes to organizational structure
- Family handbook
- Enrollment policies and procedures

If you are making a change to any of the above items, you do not need to complete a Charter Modification Request Form. Instead, please send an email notification with the updated document(s) to Stephanie Aragon at StephanieAragon@csi.state.co.us (unless otherwise noted). A change to an item marked with an (*) does not require formal Institute approval but will result in a contract amendment.

Although the above changes typically do not require advanced Institute approval, should a change materially affect the charter contract, pose a safety threat to the school community, or otherwise materially impact the academics, finances, or operations of the Institute School, the Institute reserves the right to require the Institute School to seek formal approval for the change. All modifications to any of these policies or documents must

still be in accordance with both federal and state law. Please contact Stephanie Aragon at stephaniearagon@csi.state.co.us if you have questions about whether a change would require Institute approval.

Material Modifications:

Changes to the following items are considered material to the charter, and require advanced Institute approval and submission of a Charter Modification Form (see below):

- Mission and vision*
- Insurance coverage (reduction in coverage)*
- Enrollment changes (including grade changes and expansion)*
- Food services *
- Transportation (including the addition of regular school-to-home, home-to-school transportation or purchase of transportation vehicle)*
- Education Program (overall school model, e.g., Montessori, Classical, Language Immersion, etc.)
- Curriculum, instructional program and pupil performance standards
- Education Service Provider (addition of or material change in services provided by an education service provider, including revisions to the management contract)*
- Program Plans (IEP, 504, GT, ELL)
- Interim Assessments
- Addition of an online program*
- Addition of other special programs (homeschool, before-and-after-school care, etc.)*
- Safety plan
- Grievance policy
- Non-automatic waiver request*

CSI has 60 days to review and approve the proposed modification. A change to an item marked with an (*) will result in a contract amendment. The change is considered final upon written approval from the Institute.

II. Federal, State, Rule, and Policy

The following checklist is provided by CSI as a guide to assist Schools in complying with applicable federal and state laws, administrative rules, and CSI policies. **This checklist is not exhaustive and compliance is not limited to the following. Schools are required to adhere to any and all applicable federal, state, and local laws and rules and all relevant CSI policies, regardless of whether they are listed below.**

Governance, Records, and Charter Schools

- Charter Schools Act (C.R.S. Title 22, Article 30.5) and Institute Charter Schools (22-30.5-501 et seq.)
- Colorado Open Meetings Law: 24-6-401 et seq.
- Colorado Open Records Act: 24-72-201 et seq.
- Family Educational Rights and Privacy Act of 1974: 20 U.S.C 1232g
- Colorado Code of Ethics: 24-18-101 et seq. (and 201 et seq.)
- Non-Profit Corporation Act: Title 7, Articles 121-137

Safety and Discipline

- Certificate of occupancy for the school facility: 22-32-124

- Safe School Plan: 22-32-109.1 (2)
- Student transportation safety requirements, if applicable: 1 CCR 301-25, 1 CCR 301-14, 1 CCR 301-26, 1 CCR 301-29
- Nursing services: 1 CCR 301-68
- Jack's Law: 22-1-119.3
- Fire inspections and related records; 22-32-124, 8 CCR 1507-30
- Grounds for suspension, expulsion, and denial of admission of students: 22-33-106
- Procedures for suspension, expulsion, and denial of admission of students: 22-33-105
- Services for expelled students: 22-33-203
- Child Protection Act of 1987: 19-3-301 et seq.
- Department of Public Health and Environment Rules and Regulations Governing Schools: 6 CCR 1010-6
- Immunizations, vision and hearing: 25-4-902, 22-1-116

- Claire Davis Act: 24-10-106.3
- Federal Children's Internet Protection Act (CIPA) and Colorado Children's Internet Protection Act (22-87-104)
- Student Data Transparency and Security Act: 22-16-101 et. seq.

Educational Accountability

- Educational accountability: 22-11-101 et seq. (especially 22-11-401 et. seq.), ESEA Act: P.L. 107-110
- READ Act: 22-7-1201 et. Seq.
- CAP4K (Preschool to Postsecondary Education Alignment Act): SB 08-212, 22-7-1001, et seq.
- Student graduation and completion plans (if applicable): 22-14-107
- Individual Career and Academic Plans (ICAP): 22-30.5-525, 1 CCR 301-81
- Concurrent Enrollment Programs Act: 22-35-101, et seq., 1 CCR 301-86
- Graduation Requirements: 22-32-109

Curriculum, Instruction, and Extra-Curricular Activities

- Instruction in federal and state history and government: 22-1-104
- Honor and use of the U.S. Flag: 22-1-106
- Instruction in the Constitution: 22-1-108, 109
- Instruction in the effects of use of alcohol and controlled substances: 22-1-110
- Online education programs: 22-30.7-101
- Participation in sports and extra-curricular activities: 22-32-116.5

Operations

- Enrollment policies: 22-30.5-507
- Compulsory School Attendance law: 22-33-104
- School operates in compliance with all institute policies and regulations unless specifically waived:
<https://www.boarddocs.com/co/csi/Board.nsf/public>
- Posting of waivers and form 990s: 22-44-304 et seq.
- Students excused from taking state assessments: 22-7-1013
- Notice to parents of alleged criminal conduct by school employees: 22-1-130

Employment

- Background checks for employees: 22-30.5-511.5 (referencing 22-30.5-110.5, 110.7), 22-1-121
- Employee retirement funds: 22-30.5-512

- Teacher's oath, affirmation, or pledge: 22-61-103
- Anti-discrimination employment requirements: CRS 24-34-401 through 406
- Colorado Employment Opportunity Act: 8-2-126
- Colorado Social Media and the Workplace Law: 8-2-127
- Colorado prohibition against employment discrimination of military personnel: 28-3-506

Exceptional Students

- Discipline of students with disabilities: 20 U.S.C 1415 (k), 34 C.F.R. 300.530 et seq.
- Exceptional Children's Educational Act, including Special Education (CRS 22-20-101 et seq.); Gifted and Talented (CRS 22-20-201 et seq.); and the Rules for the Administration of the Exceptional Children's Educational Act (1 CCR 301-8)
- Section 504 of the Rehabilitation Act of 1973: 29 U.S.C. 794
- Americans with Disabilities Act: 42 U.S.C. 12101
- Individuals with Disabilities Educational Act: 20 U.S.C. 1400 et seq.
- English Language Proficiency Act: 22-24-101 et seq.

Finance

- School funding formula: 22-54-104 (3)
- Funded pupil enrollment: 22-54-103 (10)
- Tuition: 22-20-109 (5), 22-32-115 (1) and (2), 22-54-109, 22-32-119
- Fees: 22-32-110 (1) (o) and (p), 22-32-117
- Allocation of funds for at-risk students: 22-54-105
- Colorado Department of Education Financial Policies and Procedures
- Participation in PERA: 22-30.5-512 and 22-30.5-111 (3).
- Financial Transparency Act: 22-44-301 et seq.

Certification

I, _____, Chair of the Board of _____ [School Name], hereby certify compliance with the laws, rules, and policies set forth in the 2020-21 Charter School Assurance of Compliance.

Signature

Date

I, _____, School Leader of _____ [School Name], hereby certify compliance with the laws, rules, and policies set forth in the 2020-21 Charter School Assurance of Compliance.

Signature

Date



Assurance of Compliance

Colorado Charter School Institute

Statute and Regulation

Please note: the information below may not be comprehensive of the all requirements listed in statute. It is a school's responsibility to review and understand statute before signing the Assurance of Compliance.

Statute, Rule, or Policy	Summary and Resources	Example of Evidence AND/OR Regular Monitoring if applicable
Governance, Records, and Charter Schools		
Colorado Charter Schools Act (§ 22-30.5) and Institute Charter Schools (§ 22-30.5-501 et seq.)	Colorado laws governing charter schools are found in Title 22, Article 30.5. Statutes pertaining to Institute Charter Schools are found in section 501 et seq.	
Colorado Open Meetings Law: § 24-6-401 et seq.	Establishes that the formation of public policy is public business that may not be conducted in secret. Establishes requirements for public school board meetings. CDE: Open Meeting Records Memo	<u>CSI Audit:</u> <ul style="list-style-type: none"> ▪ CSI Audit of school's website to include: board member information, meeting calendar, notices and minutes
Colorado Open Records Act (CORA): § 24-72-201 et seq.	Requires that all public records shall be open for inspection by any person at reasonable times. Colorado Open Records Act CSI Resource Site: CORA Requests	<u>Example of Evidence:</u> <ul style="list-style-type: none"> ▪ CORA Policy
Family Educational Rights and Privacy Act of 1974 (FERPA): 20 U.S.C 1232g; 34 CFR Part 99	FERPA provides that educational agencies and institutions that receive U.S. Department of Education funds may not have a policy or practice of denying parents and eligible students of the right to: <ul style="list-style-type: none"> • Inspect and review education records within 45 days of a request 	<u>Annual Submission to CSI:</u> <ul style="list-style-type: none"> ▪ Annual notification of rights ▪ Annual notice for

	<ul style="list-style-type: none"> • Seek to amend education records believed to be inaccurate; and • Consent to the disclosure of personally identifiable information from education records, except as specified by law. <p>A school must annually notify parents of students in attendance of their rights under FERPA.</p> <p>Student Privacy Policy Office Resource Page ED: Annual Notification of Rights ED: Annual Notification of Directory Information CSI Resource Site: AG's Opinion FERPA and School Safety CSI Resource Site: Working with FERPA Webinar</p>	directory information
Colorado Code of Ethics: § 24-18-101 et seq.	Prescribes the rules of conduct and ethical principles for employees of a state agency or local government and prohibits personal interest in contracts entered into in an official capacity.	
Non-Profit Corporation Act: Title 7, Articles 121 - 137	Requires all charter schools to be organized and operated as nonprofit corporations.	<u>Documents on File:</u> <ul style="list-style-type: none"> ▪ Articles of Incorporation and Bylaws
Safety and Discipline		
Certificate of occupancy for the school facility: § 22-32-124	Requires that schools obtain the necessary certificate of occupancy prior to use of a building or structure.	<u>Example of Evidence:</u> <ul style="list-style-type: none"> ▪ Certificate of Occupancy
Safe School Plan: § 22-32-109.1 (2)	Requires each institute charter school board to adopt and implement a safe school plan consistent with statute and CSI policies. CSI Safe Schools Policy CSI Safety Policy Supplement CSI Resource Site: School Safety	<u>Annual Submission to CSI:</u> <ul style="list-style-type: none"> ▪ Safe School Plan ▪ School Safety Survey
Student transportation safety requirements, if applicable: 1 CCR 301-25, 1 CCR 301-14, 1 CCR 301-26, 1 CCR 301-29	Establishes minimum standards, requirements for operation, and rules for the annual inspection and preventative maintenance for school transportation vehicles. Establishes rules for the administration of the public school transportation fund.	<u>Example of Evidence:</u> <ul style="list-style-type: none"> ▪ Annual Inspection and Maintenance Records, Driver Qualification

	CSI Resource Site: Transportation	Records
Nursing services: 1 CCR 301-68	<p>Prescribes the rules for student possession and administration of asthma, allergy and anaphylaxis management medications or other prescription medications.</p> <p>CSI Resource Site: School Nursing CDE: Medication Administration Guidelines in the School and Child Care Settings</p>	<p><u>Example of Evidence:</u></p> <ul style="list-style-type: none"> ▪ Administration of Medication Policy
Jack's Law: § 22-1-119.3	<p>Permits students with a valid prescription to receive medical marijuana treatments on school property. The school can either write a policy that describes who can be designated as a primary caregiver and reasonable parameters around administering medical marijuana; or, if the school does not create a policy, parents or a designated private caregiver would not have limitation as to where the treatment will be administered as long as it does not create a disruption to the educational environment. The law does not require school staff to administer the medical marijuana, and a student cannot be disciplined or denied admission solely because the student requires nonsmokable medical marijuana.</p> <p>Allows a school nurse, school nurse designee, or school personnel designated by the parent to administer medical marijuana to a student. School nurses and school personnel are still not required to administer medical marijuana. The medical marijuana must be stored in a locked storage container when on school grounds and the school and student's parent must agree on a written plan for administration prior to the student starting school.</p> <p>CSI Resource Site: Administering Medical Marijuana CDE: Medication Administration Guidelines in the School and Child Care Settings</p>	<p><u>Example of Evidence:</u></p> <ul style="list-style-type: none"> ▪ Administration of Nonsmokeable Marijuana Policy
Fire inspections and related records; § 22-32-124, 8 CCR 1507-30	Requires that all buildings and structures conform with the building and fire code rules adopted by the Dep't of Public Safety, Division of Fire Prevention and Control.	<p><u>Example of Evidence:</u></p> <ul style="list-style-type: none"> ▪ Certificate of Occupancy
Grounds for suspension, expulsion, and denial of admission of students: § 22-	Establishes the mandatory and permissive grounds for suspension, expulsion, and denial of admission of students.	<u>Example of Evidence:</u>

33-106	CSI Resource Site: Student Discipline	<ul style="list-style-type: none"> Discipline Policy
Procedures for suspension, expulsion, and denial of admission of students: § 22-33-105	<p>Establishes the procedures for suspension, expulsion, and denial of admission of a student.</p> <p>CSI Resource Site: Student Discipline</p>	<p><u>Example of Evidence:</u></p> <ul style="list-style-type: none"> Discipline Policy
Services for expelled students: § 22-33-203	<p>Requires notice to parents regarding educational alternatives and the requirement to provide appropriate educational services during period of expulsion.</p> <p>CSI Resource Site: Student Discipline</p>	<p><u>Example of Evidence:</u></p> <ul style="list-style-type: none"> Discipline Policy
Child Protection Act of 1987: § 19-3-301 et seq.	<p>Establishes that all public school officials and employees are mandatory reporters of suspected child abuse and neglect and should familiarize themselves with these statutory provisions.</p>	<p><u>Example of Evidence:</u></p> <ul style="list-style-type: none"> Mandatory Reporting Policy
Department of Public Health and Environment Rules and Regulations Governing Schools: 6 CCR 1010-6	<p>Establishes minimum sanitation requirements, minimum standards for exposure to toxic chemicals and environment conditions, and handling of communicable diseases for schools.</p>	
Immunizations, vision and hearing: § 25-4-902, § 22-1-116	<p>Establishes immunization requirements for children attending school and requirements for Hearing and Vision Testing. Colorado law requires all students to be vaccinated against certain diseases unless a medical exemption is filed. Wherever possible, a school should use the state's non-medical exemption form.</p> <p>CSI School Immunization Information Policy CSI Resource Site: School Nursing CDPHE: Vaccine Exemptions</p>	<p><u>Examples of Evidence:</u></p> <ul style="list-style-type: none"> Student records Proper distribution of the standardized immunization document each year per CSI School Immunization Information Policy
Claire Davis School Safety Act: § 24-10-106.3	<p>Recognizes that public schools (including charter schools) and school districts (including CSI) have a limited duty of reasonable care to provide for student safety. The Act waives governmental immunity allowing for recovery of up to \$350,000 per victim or \$900,000 per incident of school violence resulting in death or serious bodily injury where the school or district is found to have breached its duty of care.</p> <p>Claire Davis School Safety Act</p>	<p><u>Examples of Evidence:</u></p> <ul style="list-style-type: none"> Safe Schools Plan Certification of Insurance
Federal Children's Internet Protection	<p>Federal law imposes certain internet safety requirements on school that</p>	<p><u>Annual Submission to CSI:</u></p>

<p>Act (CIPA) and Colorado Children's Internet Protection Act (§ 22-87-104)</p>	<p>receive discounts for Internet access or internal connections through the E-Rate Program, including the adoption of an internet safety policy. Colorado law requires the governing body of each district to adopt, implement and enforce a policy of internet safety for minors.</p> <p>CSI Internet Safety Policy requires all CSI Schools to adopt an internet safety policy in line with H.B. 13-1219 and C.R.S. 22-87-104.</p> <p>Children's Internet Protection Act</p>	<ul style="list-style-type: none"> ▪ School Safety Survey
<p>Student Data Transparency and Security Act: § 22-16-101 et. seq.</p>	<p>Establishes requirements for the development of student information privacy and protection policies as well as requirements for contracts between local education providers and school service contract providers.</p> <p>CSI Resource Site: Student Data Privacy and Security Implementation Guide</p> <p>CSI Resource Site: Personally Identifiable Information Policy Overview</p> <p>CSI Resource Site: Student Safety and Privacy in Virtual Learning Environments</p>	<p><u>Example of Evidence:</u></p> <ul style="list-style-type: none"> ▪ Student Information Privacy and Protection Policy
<p>Students excused from taking state assessments: § 22-7-1013</p>	<p>Requires students to take state assessments. If, however, a parent excuses their child from participating in state assessments, the school shall not prohibit the student from participating in an activity or receiving any other form of reward that the school provides to students participating in state assessments. For example, if a teacher decides to throw a pizza party for students after taking state assessments, all students, including those who did not take state assessments because his or her parent opted out, must still be included.</p>	<p><u>Example of Evidence:</u></p> <ul style="list-style-type: none"> ▪ Assessment Policy
<p>Notifying parents of alleged criminal conduct by school employees: § 22-1-130</p>	<p>Requires that, if a charter school receives a report by the Colorado Bureau of Investigation relating to an investigation that an employee has been arrested for certain offenses, the charter school shall monitor the criminal proceedings and determine whether the employee is charged with an offense and whether a preliminary hearing has been held. If the employee has been charged with one of these specific offenses, then the charter school must notify parents within two days after the employee is charged.</p>	<p><u>Example of Evidence:</u></p> <ul style="list-style-type: none"> ▪ Parent Notification Policy

	<p>This notification must go to parents with a child who was enrolled at the school during the time the employee was employed and any parent of a student who the charter school has reason to believe was in contact with the employee.</p> <p>Offenses: felony child abuse, a crime of violence not including assault in the second degree unless the victim is a child, a felony offense involving unlawful sexual behavior, a felony where it is alleged that the underlying factual basis includes domestic violence, felony indecent exposure, felony drug offense that is a level 1 or 2 felony.</p> <p>CSI Resource Site: Parent Notification of Employee Felony</p>	
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Educational Accountability

<p>Educational accountability: § 22-11-101 et seq. (especially § 22-11-401 et seq.)</p>	<p>Requires each school have a School Accountability Committee with the membership, election process, meeting frequency and powers and duties outlined in law and summarized in CDE's District Accountability Handbook.</p> <p>Schools must also comply with components of the School Plan Type for Unified Improvement Planning.</p> <p>CDE: District Accountability Handbook CDE: School and District Accountability Committees (SACs and DACs) CDE: UIP Handbook</p>	<p><u>Examples of Evidence:</u></p> <ul style="list-style-type: none"> ▪ SAC membership, agenda and minutes
<p>ESEA Act, as amended by ESSA</p>	<p>Under ESSA, state accountability systems must incorporate the following five indicators, calculated for all students and separately for ELs, students with disabilities, economically disadvantaged students (in Colorado, qualifying for free or reduced meals, FRM), and major racial and ethnic groups: academic achievement, academic progress, graduation rates, progress in achieving English language proficiency, indicators of school quality or student success. States must identify schools in need of comprehensive and targeted support. Schools may be identified for state accountability, ESSA accountability or both. Schools identified for improvement must develop school improvement plans.</p>	<p>Example of Evidence: State accountability measures</p>

	CDE: District Accountability Handbook	
READ Act: § 22-7-1201 e. seq.	The READ Act focuses on students identified as having a significant reading deficiency, delineating requirements for parent communication, and providing funding to support intervention. CDE: Colorado READ Act	Example of Evidence: READ Plan Compliance Check
CAP4K (Preschool to Postsecondary Education Alignment Act): SB 08-212, 22-7-1001, et seq.	Required a revision of Colorado’s preschool through high school standards and state assessment system with a focus on postsecondary and workforce readiness for Colorado’s students. Established requirements related to kindergarten school readiness, aligned standards and assessments throughout the education continuum and postsecondary and workforce readiness. CDE: Office of Standards and Instructional Support	<u>Annual Submission to CSI:</u> <ul style="list-style-type: none"> ▪ READ Data Collection ▪ School Readiness Plan Compliance Check ▪ Curriculum/Lesson Plans
Student graduation and completion plans (if applicable): § 22-14-107	Establishes requirements for adopting a student graduation and completion plan for high priority and priority CSI charter high schools.	<u>Annual Submission to CSI:</u> <ul style="list-style-type: none"> ▪ Student handbook
Individual Career and Academic Plans (ICAP): § 22-30.5-525, 1 CCR 301-81	Requires each CSI school to assist each school student and family in developing and maintaining the student’s ICAP no later than the beginning of the ninth grade. Schools must assist each enrolled student enrolled in using the plan effectively in at least grades nine through twelve. 1 CCR 301-81 details the standards for ICAPs. Individual Career and Academic Plan (ICAP)	<u>Annual Submission to CSI:</u> <ul style="list-style-type: none"> ▪ Student handbook
Concurrent Enrollment Programs Act: § 22-35-101 et seq., 1 CCR 301-86	Establishes requirements for the administration of a concurrent enrollment program in schools serving 9 th through 12 th grade students.	<u>Examples of Evidence:</u> <ul style="list-style-type: none"> ▪ Concurrent Enrollment Policy ▪ October count and end of year reporting
Graduation requirements: § CRS 22-32-109	Requires each local board to approve high school graduation requirements that meet or exceed the state graduation guidelines to demonstrate college and career readiness. Using CDE’s menu of options, schools must create a list of options for their students to show what they know or can do in order to graduate from high school.	<u>Annual Submission to CSI:</u> <ul style="list-style-type: none"> ▪ Student handbook

[CSI Resource Site: Graduation Guidelines](#)
[CDE: Graduation Guidelines](#)

Curriculum, Instruction, and Extra-Curricular Activities

Instruction in federal and state history and government: § 22-1-104

Requires Colorado schools to teach the history and civil government of the state of Colorado and of the United States, to include the history, culture and social contributions of: American Indians, Latinos, and African Americans and the LGBTQ individuals within these groups. Requires schools to teach the intersectionality of significant social and cultural features within these communities, and the contributions and persecution of religious minorities.

Example of Evidence:

- Curriculum/Lesson Plans

Honor and use of the U.S. Flag: § 22-1-106

Provides information about how to honor and use the U.S. flag.

Example of Evidence:

- Curriculum/Lesson Plans

Instruction in the Constitution: § 22-1-108, 109

Requires all public and private schools in Colorado provide regular courses of instruction in the U.S. Constitution beginning no later than the opening of junior high schools or seventh grade and continue in high school.

Example of Evidence:

- Curriculum/Lesson Plans

Instruction in the effects of use of alcohol and controlled substances: § 22-1-110

Requires all Colorado public schools to teach the nature and effect of alcoholic drinks and controlled substances to students during grades K-12.

Example of Evidence:

- Curriculum/Lesson Plans

Online education programs: § 22-30.7-101

Establishes quality standards, program requirements, oversight and annual reporting requirements for online education programs.

Participation in sports and extra-curricular activities: § 22-32-116.5

Requires each school district and public school to allow any student enrolled in a school or participating in a nonpublic home-based educational program to participate on an equal basis in any activity offered by the school or school district that is not offered at the student’s school of attendance or home-based educational program.

Operations

Enrollment policies: § 22-30.5-507

Requires each school’s enrollment policy be in compliance with Colorado law and use a non-discriminatory method of filling available spaces in

Example of Evidence:

- Enrollment

	<p>accordance with state and federal laws.</p> <p>CSI Resource Site: Enrollment Policies and Practices</p>	Policy/Procedures
Compulsory School Attendance law: § 22-33-104	<p>Requires children between the ages of 6 and 17 attend school for at least the identified number of hours during each school year.</p> <p>Compulsory School Attendance Law</p>	<p><u>Annual Submission to CSI:</u></p> <ul style="list-style-type: none"> ▪ Student Handbook (attendance policies); Annual calendar
<p>990s: § 22-44-304</p> <p>Waivers: §. 22-44-305</p>	<p>22-44-304 requires each charter school to post an easily accessible link to the federal form 990 and any associated schedules.</p> <p>22-44-305 requires each charter school to post on its website, and in a downloadable format, a standard description of the state's automatic waivers and the description and rationale document for the non-automatic waivers obtained by the school. The school must also post contact information for an individual at the school who is available to answer questions regarding waivers.</p>	CSI Audit
Compliance with Institute policies and regulation	<p>Schools must operate in compliance with all Institute policies and regulation, unless specifically waived.</p> <p>All CSI Board policies can be found on CSI's Board page.</p>	
Employment		
Background checks for employees: § 22-30.5-511.5 (referencing § 22-30.5-110.5, 110.7, and § 22-1-121)	<p>Establishes requirements for background checks, included finger-based criminal record checks, for institute charter school applicants and employees. Establishes related notification and reporting requirements.</p> <p>Fingerprint Requirements</p> <p>Fingerprinting and Background Checks</p>	<p><u>Example of Evidence:</u></p> <ul style="list-style-type: none"> ▪ Employee files
Employee retirement funds: § 22-30.5-512	Requires that employees of an Institute charter school shall be members of PERA.	

Teacher's oath, affirmation, or pledge § 22-1-103	Requires a teacher holding a Colorado license to teach in public schools—except a teacher in a temporary capacity who is a citizen of a nation other than the US—to take or sign an oath, affirmation, or written pledge.	<u>Example of Evidence:</u> <ul style="list-style-type: none"> Signed oath, affirmation, or written pledge
State anti-discrimination employment requirements: § 24-34-401 through 406	Prohibits discriminatory or unfair employment practices. Requires employers to provide current employees and new hires with written notice of their rights. Requires employers post a written notice of rights in a conspicuous place at their business in an area that is accessible to employees. CDRA: Anti-discrimination Notices	<u>Example of Evidence:</u> <ul style="list-style-type: none"> Written notification of rights and posting of the written notice in the workplace
Colorado Employment Opportunity Act: § 8-2-126	Prohibits Colorado employers from requesting or using credit information in employment decisions for certain employees and job applicants.	<u>Example of Evidence:</u> <ul style="list-style-type: none"> Employee application materials
Colorado Social Media and the Workplace Act: § 8-2-127	Prohibits employers from accessing employees' and job applicants' personal social media accounts.	<u>Example of Evidence:</u> <ul style="list-style-type: none"> Employee policies
Colorado prohibition against employment discrimination of military personnel: § 28-3-506	Prohibits employers discriminating against, refusing to hire, or discharging any employee based on the employee's status as a military personnel. Provides that employers cannot hinder or prevent military employees from performing his or her military services or dissuade any person from enlisting in the military by threatening that person's employment.	<u>Example of Evidence:</u> <ul style="list-style-type: none"> Employee Handbook or other policies
Exceptional Students		
Discipline of students with disabilities: 20 U.S.C 1415 (k), 34 C.F.R. 300.530 et seq.	Federal procedures for discipline of students with disabilities including change of placement, services during periods of removal, and notice requirements.	<u>Annual Submission to CSI:</u> <ul style="list-style-type: none"> SPED MOU
Exceptional Children's Educational Act, including Special Education and Gifted and Talented: § 22-20-101 et seq.; § 22-20-201 et seq.; 1 CCR 301-8	State statute and rules for students with disabilities and gifted and talented students.	<u>Examples of Evidence:</u> <ul style="list-style-type: none"> GT Plan ALP Review
Section 504 of the Rehabilitation Act of 1973: 29 U.S.C. 794	Prohibits discrimination on the basis of disability in programs that receive federal financial assistance.	<u>Annual Submission to CSI:</u> <ul style="list-style-type: none"> 504 Plan Compliance

		Check
Americans with Disabilities Act: 42 U.S.C. 12101	Prohibits discrimination on the basis of disability in employment, public services, and accommodations.	<u>Annual Submission to CSI:</u> <ul style="list-style-type: none"> ▪ SPED MOU ▪ 504/IEP Compliance Reviews <u>Example of Evidence:</u> <ul style="list-style-type: none"> ▪ Employee policies
Individuals with Disabilities Educational Act: 20 U.S.C. 1400 et seq.	Federal laws and regulations relating to the education of individuals with disabilities.	<u>Annual Submission to CSI:</u> <ul style="list-style-type: none"> ▪ SPED MOU ▪ 504/IEP Compliance Reviews
English Language Proficiency Act: § 22-24-101 et seq.	Provides funding allocation for all local education providers with English learners through two programs: the English Language Proficiency Program and the Professional Development and Student Support Program. CDE: English Language Proficiency Act	<u>Examples of Evidence:</u> <ul style="list-style-type: none"> ▪ EL Plan ▪ WIDA Assessment Data ▪ Enrollment Policy and Practices
Finance		
School Funding Formula: § 22-54-104 (3)	Statutory funding formula	
Funded pupil enrollment: § 22-54-103 (10)	Describes how to calculate pupil enrollment.	
Tuition: § 22-20-109 (5), § 22-32-115 (1) and (2), § 22-54-109	22-20-109(5) pertains to tuition for students with disabilities obtaining educational services from another administrative unit or approved facility school outside the administrative unit of residence. 22-32-115 establishes rules for payment of tuition for students who attend a school operated by another district. 22-54-109 pertains to reporting requirements for students attending school outside the student's district of residence.	
Student Fees: § 22-32-110 (1) (o) and	Establishes that schools cannot require a fee as a condition of enrollment.	<u>Example of Evidence:</u>

(p), § 22-32-117	Schools may charge a rental fee for textbooks, fees related to the actual cost of textbooks and expendable supplies, as well as fees collected on a voluntary basis as a condition of participation in a program outside of the academic portion of the educational program. Schools must clearly state whether the fee is voluntary or mandatory and shall specify any activity from which the student shall be excluded if the fee is not paid.	<ul style="list-style-type: none"> ▪ Student Fee policy
Allocation of funds for at-risk students: § 22-54-105(3)	Requirements for spending of at-risk funding	CDE At-Risk Audit
Colorado Department of Education Financial Policies and Procedures	CDE: Financial Policies and Procedures	
Participation in PERA: § 22-30.5-512 and § 22-30.5-111 (3).	Requires schools to consider PERA when budgeting. Member and employer contribution rates can each increase (or decrease) by up to 0.5 percent per year.	
Financial Transparency Act: § 22-44-301 et seq.	Directs local education providers to post financial information on-line, in a downloadable format, for free public access. All documents must be posted or updated within 60 days after completion or receipt of the applicable report, statement or document. CDE: Financial Transparency	<u>CSI Audit:</u> <ul style="list-style-type: none"> ▪ FTA Pages